

Franklin Public Library Board of Trustees
June 26, 2006 Meeting Minutes

The regularly scheduled meeting of the Franklin Public Library Board of Trustees was held June 26, 2006 in the Sievert Room 9151 W. Loomis Rd. Franklin, WI 53132. The meeting was called to order at 6:05pm by President Dennis McKnight.

Present: Dennis McKnight, Karen Wesener, Don York, Penny Woodcock, Jackie Ignatowski, Alderman Tim Solomon, Shari Wass, and Library Director Barbara Roark
Absent: Pat Dallmann and Ed Devinger (both excused).

Public Participation and Visitors: None

Minutes: J. Ignatowski made a motion to approve the minutes of May 30, 2006. D. York seconded. The motion carried with S. Wass abstaining.

Circulation Report and Internet Usage: B. Roark reported that both circulation and internet continue to climb and already June 2006 is ahead of June 2005.

Finance Committee: S. Wass moved to approve vouchers in the amount of \$12,261.47
P. Woodcock seconded. The motion carried.

Personnel Committee: J. Ignatowski gave B. Roark the outline for the Director's Annual Report. The outline is similar to last year. The report is due at the July meeting.

Buildings and Grounds: B. Roark will contact the city regarding the prairie grass on the east side of the building. Suggestions are to either put in grass or mulch. B. Roark will put this on the July agenda.

Foundation Report: No report, foundation will meet in July.

President's Report: No report

Director's Report: B. Roark presented her monthly activity report. She reported that she has filled in for several programs due to vacations and sick leave time. Some of them included giving a tour to a Brownie Troop and helping with the Milwaukee Dog Training program. She met with the Bylaws committee about changes to the library bylaws. She and D. York met with Bob Tesch about fan repairs. The Active Women's health series has been very well received at the library. This past month the topic was bone health. She and Jennifer Loeffel met with the Ingram rep. **MCFLS update:** MCFLS will be presenting Library Trustee training sometime early fall (time and date to be determined).

Program Updates: A Napoleon Dynamite movie night will be tomorrow, the next summer reading program is Dr. D. Light storytelling, and also a grilling program with Staci Joers will be held on Wednesday. Books for Soldiers again will be at Civic Celebrations.

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New Business:

Bylaw Revisions: The board liked the suggestion about the treasurer being bonded. T. Solomon moved to approve Article III section 7 for treasurer bonding. P. Woodcock seconded. The motion carried. T. Solomon will talk to Cal Patterson about the audit issue and will let us know at our next meeting. P. Woodcock will work on wording under the Finance committee and the Personnel committee section.

Job Descriptions: The Board reviewed the job description for the newly created Youth Reference Librarian position and the Library Assistant job description. T. Solomon moved to approve both job descriptions subject to the review of the City of Franklin Human Resource Coordinator and with adding the confidentiality clause to all job descriptions. P. Woodcock seconded. The motion carried.

Additional Purchases from Library Accounts: J. Ignatowski moved to approve items 1, 2 and 9--1 (Purchase of RFID labels) 2 (Money on account for lost items) and 9 server warranty \$385.00 for 2 years. P. Woodcock seconded. The motion carried.

Sale of 3M Security Products: St. Francis Library is interested in purchasing our security gates and other security products. Greenfield Public Library is interested in purchasing our self check. B. Roark will check with the City Attorney as to how this should be handled.

Veteran's Memorial Outside on Library Property: An Eagle Scout project has been proposed for library property (between the library sign and building). The actual project has been well received by the Council. D. McKnight motioned to approve this project subject to final approval by board members at a June 28th 6:00 p.m. meeting at the site. J. Ignatowski seconded. The motion carried.

Meeting Room Policy Changes: No update at this time.

Correspondence: B. Roark read thank you notes from staff for staff appreciation, volunteers for the volunteer breakfast and the Franklin High School drama department for giving them book sale books for the My Fair Lady production.

Next Meeting Date: July 24, 2006

Adjournment: S. Wass moved to adjourn. K. Wesener seconded. The motion carried with the meeting adjourning at 7:35pm.